WisWAP Reporting of Mobile Homes

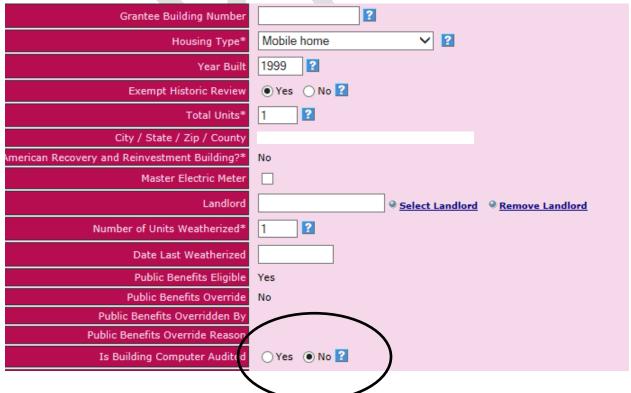
1. Edit Job as Normal

Select "Edit Building"

Building #		Grantee Building #		
Grantee		City/State/Zip		
Housing Type Mol	bile home	Total Units	1	
Total Units Wx 'd 1		Date Prev. Wx'd		
Vacant Building No		PB Eligible	Yes	
Shelters No		Building Status	Open	
Master Meter Electric No		Landlord		
Auditor Inspection Wo	rksheet	Date Completed		
DOE Inspection		Is Building Computer Audited		
Is ARRA Building? No		Created By		
Year Built		Last Updated By		
xempt Historic Review				
				_
Edit Building De	-1-4- D!I	ding Madd Downsthau	ization Cycle Change	C

2. Fill in required cells

Select "No" for "Is Building Computer Audited" on Measures List mobile homes



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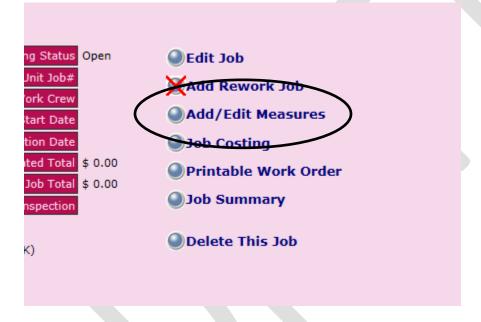
3. Add Regular Job

Select "Add Regular Job"



4. Add Edit Measures

Select "Add/Edit Measures"



5. Add New Measure

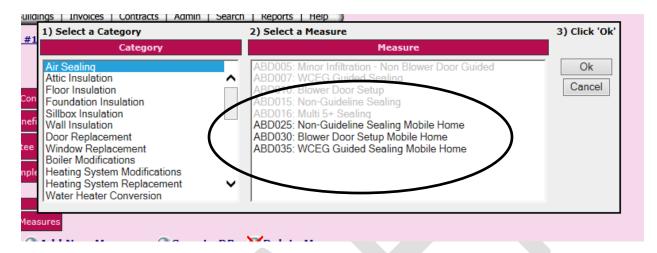
Select "Add New Measure"



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6. Selecting Measure

Select applicable measure. Remember to select only the Measures List allowable measures if weatherizing the home by use of the measures list. Utilize the Measures List Chart that is on the HE+ website for a reference. (will insert link here to website)



7. Reporting Measure

Select applicable funding source (PB/EAP only choices), enter in actual costs, and select "ready for invoice".

